

## MINNESOTA STATE-SPECIFIC CHECKLIST

### Applicable to both Property and Casualty and Life and Health Companies

**Please Note: Applicant must be writing direct business in the state of domicile and have direct written premiums for two most recent years in lines of business applied for.** Minnesota requires only one (1) copy of the application. You must complete the checklist and include a copy in your application.

- \_\_\_\_\_ CPA Letter on evaluation of accounting procedures and systems of internal control if there were reportable conditions per to M.S. 60A.1291, Subd. 12. If no reportable conditions, mark "None".
- \_\_\_\_\_ A summary of the current reinsurance program. Include a list of the **primary** reinsurance agreements noting the carrier, type of contract, applicant's retention, reinsurer's limits, and cost. Include the amount of the Applicant's net aggregate retention and the reinsurers' limit for major classes of business.
- \_\_\_\_\_ Formal investment policy of Applicant **as adopted by the Applicant's Board of Directors** (including investment guidelines). Include a copy of the Board resolution which last approved the enclosed policy. **The Board resolution must be dated and signed.** An **officer must certify** that the attached policy is the policy currently approved by the Board of Directors of the Applicant.
- \_\_\_\_\_ Copy of the most recent audited financial statement of the Ultimate Controlling Person, unless this entity is an insurance company licensed in Minnesota.
- \_\_\_\_\_ Appointment of Attorney per MN Stat. §60A.19, Subd. 3 (**required to use Minnesota forms enclosed**). The **President and Secretary must sign** where indicated. You may not substitute other officer signatures.

The following additional documents must be filed with Life and Health company applications:

- \_\_\_\_\_ Supporting actuarial memorandum per M.S. 61A.25. **Include a certified copy of the Board minutes appointing the qualified actuary who rendered the opinion.**
- \_\_\_\_\_ Certificate of Valuation per MN Stat. §61A.25, Subd. 2.

Please answer the following questions:

1. Has any state insurance department placed any orders or restrictions of any kind against the operations of the Applicant during the past three years?  
\_\_\_\_\_YES \_\_\_\_\_NO
2. Has the Applicant entered into any voluntary agreement with any state insurance department restricting the operation of the Applicant during the past three years? \_\_\_\_\_YES \_\_\_\_\_NO
3. Have any surplus notes or other transactions been executed primarily for the purpose of increasing surplus? \_\_\_\_\_YES \_\_\_\_\_NO

If the answer is "YES" to any of the questions listed above, attach a detailed explanation.

MINNESOTA DEPARTMENT OF COMMERCE  
APPOINTMENT OF ATTORNEY - LICENSED INSURER

KNOW ALL PERSONS BY THESE PRESENTS That \_\_\_\_\_

\_\_\_\_\_ (hereinafter known as "Company"), of the City of \_\_\_\_\_ in the State of \_\_\_\_\_, having been admitted, or having applied for admission, to transact business in the State of Minnesota, in conformity with the laws thereof, does hereby make, constitute and appoint the Minnesota Commissioner of Commerce and his/her successors in office, including any official who shall hereafter be charged with the supervision of the business of insurance in the State of Minnesota, its true and lawful attorney, in and for the State of Minnesota, on whom all proofs of loss, any notice authorized or required by any contract with said Company to be served on said Company, summonses and all lawful processes in any action or legal proceeding against said Company in the State of Minnesota may be served in accordance with the provisions of Minnesota Statutes §45.028 and subject to all the provisions of the statutes and laws of said State of Minnesota now in force, and such other acts as may be hereafter passed amendatory thereof and supplementary thereto. The said attorney is hereby duly authorized and empowered, as the agent of said Company, to receive and accept service of all proofs of loss, any notice authorized or required by any contract with said Company to be served on said Company, summonses and all lawful processes in any action or legal proceeding against said Company as provided for by the laws of the State of Minnesota, and such service shall be deemed valid personal service upon said Company.

This appointment shall be binding upon any person or corporation which as successor acquires the Company's assets or assumes its liabilities, by merger or consolidation or otherwise. This appointment may be withdrawn only upon a written notice of termination and, in any event, shall not be terminated by the Company or its successor so long as any contracts or liabilities or duties arising out of contracts entered into by the Company while it was doing business in this State are in effect.

And the said Company does hereby further agree and stipulate that it will and hereby does accept a license from the State of Minnesota in compliance with and according to the provisions of the laws of said State of Minnesota, regulating and concerning insurance companies or associations of the kind and character of said Company.

IN WITNESS WHEREOF, the said Company, in accordance with a resolution of its Board of Directors duly passed on \_\_\_\_\_ (date)

(a certified copy of which is hereto attached), has to these presents affixed

SEAL

its corporate seal and caused the same to be subscribed and attested by its

President and Secretary, at the city of \_\_\_\_\_

in the State of \_\_\_\_\_, on \_\_\_\_\_ (date).

\_\_\_\_\_  
President's Signature

\_\_\_\_\_  
Secretary's Signature

\_\_\_\_\_  
Print President's Name

\_\_\_\_\_  
Print Secretary's Name

State of \_\_\_\_\_ }  
County of \_\_\_\_\_ } ss.

This instrument was acknowledged before me on \_\_\_\_\_ (date) by  
\_\_\_\_\_ and \_\_\_\_\_ (names of persons) as  
President and Secretary, respectively, of the above-named Company.

(Seal, if any)

\_\_\_\_\_  
(Signature of notarial officer)

\_\_\_\_\_  
Title (or Rank)

My Commission Expires \_\_\_\_\_

MINNESOTA DEPARTMENT OF COMMERCE  
RESOLUTION AUTHORIZING APPOINTMENT OF ATTORNEY  
LICENSED INSURER

At a meeting of the Board of Directors of \_\_\_\_\_  
\_\_\_\_\_ (hereinafter known as "Company"), held on \_\_\_\_\_  
(date), at the office of \_\_\_\_\_, a  
quorum of said Board was present; and on motion, the following resolution was duly passed by  
said Board:

WHEREAS, This Company has been admitted, or has applied for admission, to transact  
business in the State of Minnesota in conformity with the laws thereof;

RESOLVED, That this Company does hereby authorize the President and Secretary, under  
the corporate seal of the Company to make, constitute and appoint the Minnesota Commissioner  
of Commerce and his/her successor in office, including any official who shall hereafter be charged  
with the supervision of the business of insurance in the State of Minnesota, its true and lawful  
attorney, in and for the State of Minnesota, on whom all proofs of loss, any notice authorized or  
required by any contract with said Company to be served on said Company, summonses and all  
lawful processes in any action or legal proceeding against said Company in the State of Minnesota  
may be served in accordance with the provisions of Minnesota Statutes §45.028 and subject to all  
the provisions of the statutes and laws of said State of Minnesota now in force, and such other acts  
as may be hereafter passed amendatory hereof and supplementary thereto. The said attorney is  
duly authorized and empowered, as the agent of said Company, to receive and accept such  
service of all proofs of loss, any notice authorized or required by any contract with said Company  
to be served on said Company, summonses and all lawful processes in any action or legal  
proceeding against said Company as provided by the laws of the State of Minnesota, and such  
service shall be deemed valid personal service upon said Company. This appointment shall be  
binding upon any person or corporation which as successor acquires the Company's assets or  
assumes its liabilities, by merger or consolidation or otherwise. This appointment may be  
withdrawn only upon a written notice of termination and, in any event, shall not be terminated by  
the Company or its successor so long as any contracts or liabilities or duties arising out of  
contracts entered into by the Company while it was doing business in this State are in effect.

RESOLVED, FURTHER, That the President and Secretary of this Company are hereby  
authorized and instructed to execute and deliver in the name of, and on behalf of said Company a  
Power of Attorney and agreement in accordance with this resolution.

SEAL

I HEREBY CERTIFY, That the above is a correct  
copy of the vote or resolution of the Directors  
of the said Company authorizing the  
appointment of an Attorney for the State  
of Minnesota.

\_\_\_\_\_  
Secretary